



# Foreign Affairs Manual

## 1 FAM – Organization and Functions

**Change Transmittal:** ORG-223

**Date:** November 2, 2009

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### **1 FAM 330 BUREAU OF INTERNATIONAL ORGANIZATION AFFAIRS (IO)**

#### **Changes**

1. **1 FAM 330, Bureau of International Organization Affairs:** This subchapter has been substantially revised to show changes in responsibilities of various IO offices. Therefore, these changes will not be highlighted in italic dark magenta in this issuance. Major sectional changes are found in:
  - **1 FAM 331.3, Authorities;**
  - **1 FAM 332.1, Principal Deputy Assistant Secretary;**
  - **1 FAM 332.2, Deputy Assistant Secretaries;**
  - **1 FAM 333.2, Office of Human Security (IO/HS);**
  - **1 FAM 333.5, Office of Public Affairs and Outreach (IO/PAO);**
  - **1 FAM 333.7, Office of Human Rights (IO/HR);**
  - **1 FAM 333.8, Office of Global Systems (IO/GS);**
  - **1 FAM 333.9, Office of United Nations Educational, Scientific and Cultural Organization Affairs (IO/UNESCO); and**
  - **1 FAM 333.11, Office of Policy, Regional and Functional Organizations (IO/PRF).**
2. **Change Transmittal** has replaced the term, Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's transmittal acronym and numerical series remains in place.
3. Changes in the next revision will appear in *italic* and *dark magenta*. Italic and dark magenta provide a historical record of changes.

4. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

### **Filing Instructions for Paper Copies**

1. Remove and discard old subchapter 1 FAM 330 (CT:ORG-203, 12-08-2008; 12 pages) and insert revised subchapter 1 FAM 330 (13 pages).
2. After inserting the material in the binder, insert this transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:ORG-223, and initial.

### **Distribution Notice**

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/GIS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this transmittal letter.

**(IO)**